

TCMA SUBCONTRACTING OPPORTUNITIES

The Ronald Reagan Building and International Trade Center (RRB/ITC) project contracted through the General Services Administration (GSA) and managed by the Trade Center Management Associates (TCMA) is recognized as the center of the Nation's Capital for trade and recognized as a major cultural and economic institution in the United States.

The RRB/ITC project presents numerous and varied contracting opportunities. TCMA as program managers of the RRB/ITC share GSA's commitment to maximizing utilization of small business concerns in the development, tenancy and daily operations of the RRB/ITC. The types of services that may be available for subcontracting opportunities with the TCMA include:

Art Display Projects	Landscaping
Construction Projects	Office Supplies
Courier Services	Photography Services
Custodial Services	Moving Services
Décor Services	Plumbing Services
Design Services	Printing Services
Entertainment Production	Production Services
Flower Arrangements	Signage Services
Food Purveyors	Technical Services
Graphic Design	Uniform Supplies
	Video Production

If you are interested in potential subcontracting opportunities with the TCMA you are invited to complete the attached questionnaire.

In our endeavor to continuously seek qualified and experienced small business concerns we are eager to hear from you and to answer any questions that you may have in reference to TCMA or the services that we provide on behalf of the General Services Administration (GSA), National Capital Region (NCR).

Sincerely,

JOHN P. DREW
President and CEO
Trade Center Management Associates

**Trade Center Management Associates
Ronald Reagan Building and International Trade Center**

Vendor Mailing List Questionnaire

I. Key Company Contact: Please provide the complete name of your company, title(s) of key personnel; company address, e-mail address and telephone number for your key company contacts.

II. Service/Industry: Please provide a description of the type of services or supplies that your firm is either currently providing or capable of providing in support of the trade center management services at the Ronald Reagan Building:

III. Company Size Status: In accordance with the Federal Acquisition Regulation (FAR), indicate the size status of your firm in accordance with the following criteria:

_____ Certified as a Small Business Concern pursuant to Section 3 of the Small Business Act. “Small business concern” means a concern, including its affiliates that is independently owned and operated, not dominant in the field of operation in which it is bidding on Government contracts, and qualified as a small business.

_____ Certified as a “Veteran-owned small business concern” which is defined as a Small Business Concern with not less than 51 percent of which is owned by one or more veterans (as defined at [38 U.S.C. 101\(2\)](#)) or, in the case of any publicly owned business, not less than 51 percent of the stock of which is owned by one or more veterans.

_____ Certified as a “Service Disabled Veteran-Owned Small Business Concern” which is defined as a Small Business Concern with not less than 51 percent of which is owned by one or more service-disabled veterans or in the case of any publicly owned business, not less than 51 percent of the stock of which is owned by one or more service-disabled veterans and the management and daily business operations of which are controlled by one or more service-disabled veterans, or in the case of a service disabled veteran with a permanent and severe disability, the spouse or permanent caregiver of such veteran. “Service-disabled veteran” means a veteran, as defined in [38 U.S.C. 101\(2\)](#), with a disability that is service-connected, as defined in [38 U.S.C. 101\(16\)](#).

_____ Certified as a “Women-Owned Small Business Concern” which is defined as a concern that is at least 51 percent owned by one or more women, or in the case of any publicly owned business, at least 51 percent of the stock of which is owned by one or more women and whose management and daily business operations are controlled by one or more women.

_____ Certified as a HUBZone Small Business Concern” which is defined as a small business concern that appears on the list of qualified HUBZone Small Business Concerns maintained by the Small Business Administration.

The Small Business Size Standards are applied by classifying the product or service being acquired in the industry whose definition, as found in the North American Industry Classification System (NAICS) Manual (available via the internet at <http://www.census.gov/epcd/www/naics.html>) best describes the principal nature of the product or service that you provide. If you are unsure of your size status please refer to the above referenced site to identify the NAICS Code and to the Table of Small Business Size Standards. The Table of Small Business Size Standards can be found at: <http://www.sba.gov/contractingopportunities/officials/size/table/index.html>.

IV. Past Performance Information: Provide a brief description of at least three projects completed within the last four years. Include the location in which the services were provided, the dollar amount, the term/duration of the project and a contact person who can provide feedback in reference to your past performance.

We thank you for your interest in working with TCMA at the Ronald Reagan Building and International Trade Center.